

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

BCWD – Establishment – Filling of 300 vacancies of Hostel Welfare Officer, Grade-II (Women) in BC College Hostels for Girls on regular basis – Procedure for recruitment to the post of Matron Grade-II – Orders – Issued.

BC WELFARE (A) DEPARTMENT

G.O.Ms.No.48

Dt: 19.8.2008

Read the Following:-

1. G.O.Ms.No.31, BC Welfare (B2) Dept., dt:22.7.2008
2. G.O.Ms.No.212, Finance (SMPC) Dept., dt:31.7.2008
3. From the Director, BC Welfare Lr.Rc.No. A1/2902/2008, dt:2.8.2008

ORDER:

In the G.O.1st read above, orders were issued sanctioning 300 College Girls Hostels @ of one in each Assembly constituency in the State during the year 2008-09. In the G.O. 2nd read above, the Govt., in Finance Dept., have issued orders according sanction for creation of 300 Hostel Welfare Officer, Grade-II (Women) in the time scale of pay of Rs.6195 – 14175.

2. In the reference 3rd read above the Director, BC Welfare has furnished draft guidelines for filling up of 300 posts of Hostel Welfare Officer, Grade-II (Women) by the District Collectors and requested the Government to issue necessary orders.
3. The Government after careful examination hereby order that the following procedure shall be followed for recruitment to the post of Hostel Welfare Officer, Grade-II (Woman):-

1. **Notification of vacancies:** The District BC Welfare Officers shall verify the vacancies on community wise basing on the roasters (rule of reservation) and after approval by the District Collector, a notification shall be issued at least in (2) leading news papers, one in English and one in Telugu inviting applications from eligible women candidates only.
2. **Qualifications:** The candidates for the selection to the post of Hostel Welfare Officer, Gr-II (Women) shall possess the academic and professional qualifications as prescribed in G.O.Ms.No.4, BC Welfare (A2) Dept., dt:18.1.2001, which are mentioned hereunder:

Graduation with B.Ed., or equivalent or any University of India established or incorporated by or under a Central Act or an Institution recognized by the University Grants Commission.

For every other criteria, the original G.O.Ms.No.36, BC Welfare (P2) Dept., dt:9.7.1996 has to be followed.

3. **Age:** The age limit for appointment by direct recruitment to the post of Hostel Welfare Officer, Gr-II (Women) shall be a minimum of 18 years and maximum of 33 years, as on 01.07.2008 relaxed by 5 years in respect of SCs, STs and BCs and 10 years for physically handicapped candidates.

- 4. Method of selection:** The candidate must be selected on the basis of marks secured in the written test. The written test (objective type) shall be conducted in all the Districts by the District Collectors for a maximum of 100 marks. Written tests will be in the standard of graduation and B.Ed level (DSC, School Assistant model) consisting of General Knowledge – 50 marks, English-25 marks and Test of Reasoning – 25 marks. The question papers will be in both English and Telugu languages.

The District Collector will nominate the District Educational Officer for preparation of the question papers (3 sets), conducting the exam and the evaluation of papers. The DEO will submit the candidate wise marks list to the District Collector in a sealed cover. In case, 2 or more candidates secure the same percentage of marks preference shall be given to the candidate, who is older in age, and next preference shall be given for higher qualification.

- 5. District Selection Committee:** The District Selection Committee consisting of the following will finalize the list of selected candidates as per the roaster points.

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|---------------------------------|--------------------|
| a. District Collector | : Chairman |
| b. District Educational Officer | : Member |
| c. Deputy Director (SW) | : Member |
| d. District BC Welfare Officer | : Member Secretary |

- 6. The Schedule of Recruitment:** The District Collectors shall take action to complete the process of notification and final selection of candidates by following the schedule given below:

Sl.No.	Purpose	Time schedule
1.	Notification to be issued in newspapers	By 1 week from date of issue of G.O.
2.	Last date for receipt of application	15 days from the date of notification
3.	Date of Written Test (Objective)	10 days after the last date prescribed for receipt of application
4.	Announcement of selected candidates	Two days after the date of Written test
5.	Issue of Posting orders by the appointing authority (District Collectors)	Three days after the announcement of selected candidates.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**T.SATYANARAYANA RAO
SECRETARY TO GOVERNMENT**

To
 The Director, BC Welfare, AP, Hyderabad
 All the District Collectors
Copy to:
 The PS to M(BCW)
 The PS to Secretary
 The GA (Serv.A) Dept.,
 The Finance (SMPC) Dept.,

//Forwarded by order//

Section Officer